Upper School Science Teacher - Job Description

Location: Tulsa Classical Academy - Tulsa, Oklahoma

Education/Certification:

- Must have a Bachelor's degree in Education or a closely related field; Must demonstrate content knowledge in the subject area(s)
- Current Oklahoma Standard Teaching License (optional)

Preferred Experience:

- Experience teaching in a classical school, or experience teaching with classical traditional methods

Position Summary:

"Our mission is to train the minds and improve the hearts of young people through content rich classical education in the liberal arts and sciences with instruction in the principles of moral character and civic virtue."

Tulsa Classical Academy is a liberal arts academy in the Western tradition. At the heart of our culture is the school's mission, it is the source of unity. We are a Hillsdale Member school and work closely with them in the implementation of our classical curriculum and pedagogy. We are deeply committed to the recovery of the true and holistic education of the human person. The great men of Western Tradition, such as Plato, Aristotle, Quintillian, Cicero, Aquinas, and Lincoln, understood education as the sculpting of man's soul and the right ordering of his loves. True education consists in the pursuit of both intellectual and moral virtue, in a word wisdom. At Tulsa Classical Academy, we are looking for people committed to this vision for education to join us in the recovery of the art of teaching and true education as well as the restoration of Western Tradition.

Required Knowledge, Skills, Abilities (KSAs), and Dispositions:

- Passion for students
- Passion for and strong knowledge of the instructional academic content
- Ability to model virtue, teach virtue through the curriculum, and cultivate habits of virtue in students
- Understanding of and passion for classical education
- Ability to learn and implement classical teaching curricula and methods

- Ability to maintain a classroom of approximately 20-27 students
- Ability and patience to work interactively with students
- Ability to understand the academic needs of students
- Strong organizational, time management, communication, and interpersonal skills
- Ability to develop and maintain effective working relationships
- Ability to communicate with all levels of students, their parents, the community, peers, campus administration, and board members
- Ability to interpret policy, procedures, and student data such as diagnostic test results, state assessments scoring, and grade point average
- Ability to transition with changes
- Excellent verbal and written communication skills
- Ability to manage multiple priorities effectively
- Ability to travel as necessary (i.e. field trips, class trips, trainings, etc.)
- Computer literacy
- All faculty will be required to participate in a study of <u>Tried and True</u> by Daniel Copeland and <u>The Abolition of Man</u> by C.S. Lewis

Responsibilities and Duties:

- Prepare effective lessons, instruct, and motivate students in all course study utilizing classical traditional methods of instruction.
- Assign lessons and correct classwork and homework in a timely manner.
- Administer formative and summative assessments to evaluate student progress, record results, and issue reports to inform parents of progress.
- Provide academic interventions for struggling students.
- Maintain student grades and student-parent communication via the school's online grading and communication tool.
- Maintain discipline in the classroom.
- Maintain a classroom that is conducive to learning, safe, attractive, and stimulates a spirit of inquiry.
- Set a good housekeeping example in the classroom and encourage students to follow this example.
- Regularly communicate with students and parents to discuss student progress – positive and negative.
- Participate in required faculty and professional meetings, educational conferences and teacher training workshops.
- Inspire, praise, and correct students with consistency, care, and interest to encourage academic success and promote virtue.
- Work closely with Specialty teachers to ensure accommodations are implemented.
- Perform duties such as sponsoring one or more activities or student organizations, assisting students in selecting courses of study, and counseling students in adjustment and academic problems.
- Actively participate in marketing and student recruiting activities as necessary.
- Perform special projects during and after school hours and other duties as assigned (after school hours may include, but are not limited to, tutoring, morning and afternoon student drop-off and pick-up duty, programs, teacher meetings, and award ceremonies).

- Read and comply with the TCA Employee Handbook, the TCA Student-Parent Handbook, and other manuals and procedure documents.
- Participate in the TCA Classical Performance Evaluation.
- Perform all other duties as assigned.

Benefits:

- Employer covers the monthly premium for certain benefit options of health, dental, and vision
- Employer offers a percentage match to a retirement investment account
- Paid time off, sick pay
- Additionally, extensive training and mentoring opportunities, including partnerships with Hillsdale College for K-12 teachers, foster professional growth and development

Physical / Environmental Factors:

The physical demands are representative of those that an employee must meet to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. TCA considers applicants for all positions without regard to race, color, national origin, age, religion, sex, marital status, veteran or military status, disability, or any other legally protected status. Being authorized to work in the U.S. is a precondition of employment. TCA is an Equal Opportunity Employer.

Job Type: Full-time

Starting Pay: $41,000

Ability to commute/relocate:

- Tulsa, OK 74133: Reliably commute or planning to relocate before beginning work (Required)